#### City of St. Marys

### **On-Line Payments**

Go to the City of St. Marys
 Website: www.stmarysga.gov

- Select <u>Water/Sewer/Trash Utility</u> <u>Payments</u> (A fee of \$1.25 will be charged by a third party administrator.)
- Select View and pay <u>Utility Billing</u> accounts online.
- Select <u>Member Registration</u> to create an account.
- After you have completed your registration; you will receive an email with further instructions.

Should you need assistance, please call (912) 510-4000 and a Customer Service Representative will be happy to assist you.

If you have any
further questions, you may
call
City Hall
at

(912) 510-4000





Direct Draft
And
Online
Payments

City of St. Marys

418 Osborne Street St. Marys, Georgia 31558 912-510-4000 Let us draft your utility
Bill from your account
OR
Pay Online!
No more checks to write.

## Make paying your bill easy with Direct Draft



The City began offering automatic draft for customers to pay for Water/Sewer and Solid Waste services as of June 1, 2003.

When you sign up, the draft will take two billing cycles before it will begin. (Example—if you sign up before June 30th we will draft out your first payment on August 15th)

You are responsible for making sure the payment is submitted for the first billing cycle after enrolling. No late fees will be removed if payment is not made.

There will be a \$30.00 NSF charge for all returned unpaid drafts.

If the 15th falls on a weekend, the City will then draft the payment on the following Monday.

#### **How To Enroll**

- 1. Complete and sign the attached authorization form.
- 2. Include a voided check or deposit slip.
- 3. Return your completed information to City Hall or mail to the address on the back.

#### CITY OF ST MARYS AUTHORIZATION AGREEMENT FOR AUTOMATIC DRAFTS (ACH DEBITS)

I (we) hereby authorize the City of St. Marys, hereinafter called CITY, to initiate debit entries and to initiate, if necessary, credit entries and adjustments for any debit entries in error to my (our) checking account indicated below at the depository named below, hereinafter called DEPOSITORY, to debit and / or credit the same to such account.

NAME ON UTILITY ACCOUNT:

UTILITY ACCOUNT #:	
OWNER OF BANKING ACCOUNT:	
PHONE NUMBER OF OWNER OF BANKING A	ACCOUNT:
NAME OF FINANCIAL INSTITUTION:	
CITY & STATE OF FINANCIAL INSTITUTION	N:
FINANCIAL INSTITUTION STATE & ZIP COI	DE
FINANCIAL INSTITUTION ROUTING # & TR.	ANSIT #
CH3ECKING ACCOUNT #	
This authority is to remain in full force and effe has received written notification from me (or e termination in such time and in such manner as to DEPOSITORY a reasonable opportunity to act or	either of us) of its afford CITY and
SIGNATURE	
DATE SIGNED:	

ATTACH A VOIDED CHECK. WE CAN NOT ACCEPT DEPOS-

IT SLIPS AS FINANCIAL ACCOUNT VERIFICATION.

# The Benefits of Direct Draft And Online Payments

"You save time— no more checks to write and mail.

°Save money on postage and envelopes.

"You know when your payment is made.

°Your payment can not be lost in the mail.

° No more late fees.